
Appendix D

How to Obtain Additional EPA Documents

HOW TO OBTAIN ADDITIONAL EPA PUBLICATIONS AND GUIDANCE

Throughout the NPDES Permit Writers Manual, citations to supplementary guidance materials available from U.S. EPA are provided as footnotes. Where available, these documents are distributed free of charge through the EPA Office of Water Resource Center (WRC). The WRC distributes one free copy of each publication to each customer until supplies are depleted. The address and telephone number for the WRC are provided below (see information for the Office of Wastewater Management Catalog of Publications). When the WRC's supply of documents is depleted, requestors are referred to either the National Technical Information Service (NTIS) or the Educational Resources Information Center (ERIC). Information on how to order documents from NTIS and ERIC is provided in the following pages.

Another important source of information regarding EPA publications is the National Center for Environmental Publications and Information (NCEPI). NCEPI is a central repository for all EPA documents, with over 5,500 titles in paper and/or electronic format available for distribution. In addition to NCEPI, EPA maintains numerous bulletin boards and "hotlines" which provide information on specific subjects, (e.g., Radon or Pollution Prevention).

In addition to the materials cited in the manual, EPA has developed numerous guidance and reference documents that may also support permit writers in developing NPDES permits. Although the list of available guidance is too voluminous to include in this Permit Writers' Manual, a comprehensive list of supplementary documents is available through EPA. Of particular interest to NPDES permit writers, the EPA Office of Wastewater Management (OWM), and the Office of Science and Technology (OST) publish catalogs of available publications. Information on how to obtain these catalogs is provided below.

1. Office of Wastewater Management Catalog of Publications EPA 830/B-96-001

Copies of this catalog are available (at no cost) by writing, calling, faxing, or emailing:

U.S. Environmental Protection Agency
Office of Water Resource Center
RC-4100
401 M Street S.W.
Washington, DC 20460

(202) 260-7786 [Voice mail publication request line]
(202) 260-0386 [Fax]
Email: waterpubs@epamail.epa.gov

**2. Office of Science and Technology
1996 Publications Catalog**

Available on-line through EPA's Office of Water Homepage
[<http://www.epa.gov/watrhome/pubs.html>]

Or, call or write:

U.S. Environmental Protection Agency
National Center for Environmental Publications and Information (NCEPI)
11029 Kenwood Road, Bldg. 5
Cincinnati, OH 45242

Fax: (513) 489-8695

Email: OWOW-PUBS-NCEPI@epamail.epa.gov

Introductory information describing the OWM catalogs, as well as detailed information on how to go about ordering EPA documents, is provided in this appendix.

EPA's Office of Wastewater Management also maintains an electronic bulletin board system (BBS) that provides immediate access to many reference materials. The **Point Source Information Provision Exchange System (PIPES)** is a free, public, BBS and internet site (WWW compatible) designed to facilitate the exchange of Office of Water-related information among EPA, States, municipalities, industry, and the public. **A brochure describing the features of PIPES, and information on how to access the system, is provided in this appendix.**

*United States
Environmental Protection
Agency*

Office of Water

OFFICE OF WASTEWATER MANAGEMENT

CATALOG OF PUBLICATIONS

*April 1996
Office of Wastewater Management
Office of Water
U.S. Environmental Protection Agency
Washington, DC 20460*

HOW TO USE THIS CATALOG

General Information

Many publications in this catalog are distributed free of charge by the EPA's Office of Wastewater Management (OWM). The Office of Wastewater Management distributes documents through the EPA Office of Water Resource Center (WRC). The WRC distributes one free copy of each publication to each customer until supplies are depleted.

When OWM's supply of a publication is depleted, requestors are referred to either the National Technical Information Service (NTIS) or the Educational Resources Information Center (ERIC). These clearinghouses provide copies of OWM publications for a fee.

Catalog Organization

This catalog divides the documents into fifteen broad subject sections: 1) Treatment; 2) Finance; 3) Operation & Maintenance; 4) Storm Water/Combined Sewer Overflows; 5) Pretreatment; 6) Biosolids; 7) Small Communities; 8) Water Quality & Standards; 9) Permitting Issues; 10) Water Conservation & Efficiency; 11) Environmental Impact Statements; 12) Pollution Prevention & Control; 13) Needs & Assessments; 14) Construction Grants; and 15) Miscellaneous.

The Office of Wastewater Management has assigned most documents a unique EPA number to assist in tracking the document. Documents without EPA numbers are tracked by title.

Entry Format

A sample page from the catalog appears on the next page. Entries are explained by comments in italics.

WATER CONSERVATION & EFFICIENCY

This is the subject section heading.

Document Title	EPA Number	Source
		Call ERIC at (814) 292-8717 Call NCEPI at (513) 891-8681 Call NTIS at (800) 553-NTIS Call WRC at (202) 260-7706 <i>Each document is available from one of these sources. Each catalog entry lists the document source. Requestors may call the source to place an order or may mail, fax, or e-mail orders. See the Preface for more details.</i>
Designing a Water Conservation Program: An Annotated Bibliography of Source Materials, September 1993 <i>"Designing a Water Conservation Program: An Annotated Bibliography of Source Materials" is the document title, followed by the publication date of September 1993</i>	EPA #: 832/B-93-003 NTIS#: PB94-111432 ERIC#: 495W <i>The EPA document number assigned to this document is 832/B-93-003; this number should be used when ordering from WRC. NTIS can provide this document for a fee; use the NTIS document number: PB94-111432. ERIC can also provide this document for a fee; use the ERIC document number: 495W.</i>	WRC NTIS ERIC <i>Either WRC, NTIS, or ERIC can provide this document.</i>
Guides to Pollution Prevention: Municipal Pretreatment Programs, October 1993	EPA #: 625/R-93-006 NTIS#: PB94-144631	NTIS <i>This document is only available from NTIS.</i>
Manual: Guidelines for Water Reuse	EPA #: 625/R-92-004 NTIS#: PB93-222180	CERL NTIS <i>This document is available from CERL; use the EPA document number when ordering from CERL. This document is also available from NTIS.</i>

ORDERING DOCUMENTS FROM WRC

You may order EPA Office of Water documents from WRC the following ways:

- 1) Call the WRC voice mail request line at (202) 260-7786 and order the document by title and EPA number,
- 2) Mail your request to:

U.S. Environmental Protection Agency
Office of Water Resource Center
RC-4100
401 M St., SW
Washington, DC 20460
- 3) Place your order via Internet: waterpubs@epamail.epa.gov
- 4) Fax your request to WRC at (202) 260-0386.

Please allow 3-4 weeks for delivery.

ORDERING DOCUMENTS FROM NCEPI

You may order EPA documents from NCEPI the following ways:

- 1) Call NCEPI at (513) 891-6561 and order documents by EPA number,
- 2) Mail your request to:

National Center for Environmental Publications & Information
11029 Kenwood Rd.
Cincinnati, OH 45242
- 3) Fax your request to NCEPI at (513) 891-6685

Please allow 2-3 weeks for delivery. Documents may be sent by Federal Express at the requestor's expense.

ORDERING DOCUMENTS FROM CERl

You may order EPA Office of Research & Development documents from CERl the following ways:

1) Call CERl at (513) 569-7562 and order documents by EPA number,

2) Mail your request to:

U.S. EPA
Center for Environmental Research Information
26 W. Martin Luther King Dr.
Cincinnati, OH 45268

3) Fax your request to CERl at (513) 569-7566.

Please allow 3-4 weeks for delivery. Documents may be sent by Federal Express at the requestor's expense.

ORDERING DOCUMENTS FROM CERl

You may order EPA Office of Research & Development documents from CERl the following ways:

1) Call CERl at (513) 569-7562 and order documents by EPA number,

2) Mail your request to:

U.S. EPA
Center for Environmental Research Information
26 W. Martin Luther King Dr.
Cincinnati, OH 45268

3) Fax your request to CERl at (513) 569-7566.

Please allow 3-4 weeks for delivery. Documents may be sent by Federal Express at the requestor's expense.

OFFICE OF WASTEWATER MANAGEMENT

Publications Order Form

Please Print All Information Clearly

Publication Number	Title	Office Use

You may order up to 1 copy of each available document. Please allow 3-4 weeks for delivery.

Ship to:

Title:

Organization:

Address:

City, State, Zip:

Daytime phone:

Please fax or mail this form to:

**U.S. Environmental Protection Agency
Office of Water Resource Center
RC-4100
401 M St., SW
Washington, DC 20460
Fax number: (202) 260-0386**

ORDERING DOCUMENTS FROM ERIC

You may order documents from ERIC the following ways:

- 1) Call ERIC at (800) 276-0462 and order documents by title and ERIC number,
- 2) Record your order on the ERIC order form on the following page and mail it to:

Educational Resources Information Center
1929 Kenny Road
Columbus, Ohio 43210-1080

- 3) Record your order on the ERIC order form on the following page and fax it to: (614) 292-0263

Shipping and Handling

Shipping fees range from \$2.00 to \$10.00. Please call ERIC or see the ERIC order form on the following page for more details on shipping and handling fees.

Electronic Services

Many ERIC products, services, and directories are available electronically through the Internet. The ERIC staff can be contacted through e-mail [ericse@osu.edu], and ERIC offers resources through a Gopher server [<gopher.ericse.ohio-state.edu>] or World Wide Web (Mosaic) server [<http://gopher.ericse.ohio-state.edu>].

Ship To: (Cust. # if known) _____ Name: _____ Organization: _____ Address: _____ City/State/Zip: _____	ERIC/CSMEE EPA Order Form
<input checked="" type="checkbox"/> ERIC/CSMEE Federal Tax ID#: 31-602-5986	Phone _____ FAX _____ PO # _____

Item No.	Qty.	Abbreviated Title	Unit \$	Total \$

Unless exempt, any organization or individual residing in Ohio must pay 5.75% tax. To claim an exemption please provide a tax number or certificate with the order.	Subtotal	
	Shipping	
	Tax (Ohio Residents)	
	Total Purchase	

To order by FAX, transmit this form with Purchase Order or credit card number to: (614) 292-0263, or send this Order Form and Check, PO, or Check to:

ERIC/CSMEE
 1929 Kenny Road
 Columbus, OH 43210-1080
 1-800-276-0462 or 614-292-6717 (Columbus Area & International)

Order Subtotal	Shipping*
\$2.00-\$10.00	\$2.00
\$10.01-\$25.00	\$3.50
\$25.01-\$50.00	\$6.00
\$50.01-\$75.00	\$8.00
\$75.01-\$100.00	\$10.00
Over \$100.00	Add 10%

International Rates Apply Outside USA

If you prefer to use your VISA or MasterCard, please provide the following information:

Credit Card Number: _____ ☐ VISA ☐ MasterCard
 Expiration Date: _____ Cardholder's Name: _____
 Cardholder's Signature: _____

ORDERING DOCUMENTS FROM NTIS

Telephone Orders

Call the NTIS Sales Desk between 8:30 a.m. and 5:00 p.m., Eastern time, Monday through Friday at (800) 553-NTIS. TDD for the hearing impaired (703) 487-4639.

FAX and TELEX Orders

Record your order on the NTIS order form on the following page. Fax your order to (703) 321-8547 or (703) 321-9038. For assistance call (703) 487-4679. International Telex - 64617.

Mail or Email Orders

Record your order on the NTIS order form on the following page. Mail your order to:

National Technical Information Service
U.S. Department of Commerce
5285 Port Royal Road
Springfield, VA 22161
orders@ntis.fedworld.gov

Rush Service

Rush service is available for an additional fee by calling 1-800-553-NTIS; outside the U.S. call (703) 487-4650. Rush orders are usually shipped next day by overnight courier in the U.S. or by Air Mail outside the U.S. Do not mail rush orders.

Methods of Payment

Customers may pay for NTIS products by: 1) American Express, MasterCard, or VISA; 2) check or money order payable to NTIS in U.S. dollars drawn on a U.S. bank; or in U.S. dollars drawn on an international bank with a U.S. address on the check; or in U.S. dollars drawn on a Canadian bank; (3) an NTIS Deposit Account; or (4) purchase order - add \$7.50 per order if full payment does not accompany order - U.S., Canada, and Mexico only.

Handling Fee

A \$3 handling fee per total order applies to all orders except Rush Service.

Postage & Shipping

Orders are shipped First Class mail or equivalent to addresses in the U.S. For Air Mail service to Canada and Mexico, add \$4 per printed report and \$1 per microfiche copy.

Tracing an Order

For questions about orders, write or call the Customer Service Department at (703) 487-4660 between 8:30 a.m. and 5:00 p.m. Eastern time.

PLEASE PRINT OR TYPE

SHIP TO ADDRESS

CUSTOMER MASTER NUMBER (IF KNOWN)		DATE
ATTENTION / NAME		
ORGANIZATION	DIVISION / ROOM NUMBER	
STREET ADDRESS		
CITY	STATE	ZIP CODE
PROVINCE / TERRITORY	FOREIGN POSTAL CODE	
COUNTRY		
PHONE NUMBER ()	FAX NUMBER ()	
CONTACT NAME		

DTIC USERS ONLY

CODE
CONTRACT NUMBER (LAST SIX DIGITS)

ORDER BY PHONE (ELIMINATE MAIL TIME)
8:30 a.m. - 5:00 p.m. Eastern Time, M - F.
Sales Desk: (703) 487-4650
Subscriptions: (703) 487-4630
TDD (hearing impaired only): (703) 487-4639

ORDER BY FAX
24 hours/7 days a week: (703) 321-8547
To verify receipt of fax: call (703) 487-4679
7:00 a.m. - 5:00 p.m., Eastern Time, M - F.

ORDER BY MAIL
National Technical Information Service
5285 Port Royal Road
Springfield, VA 22161

RUSH SERVICE (DO NOT MAIL RUSH ORDERS)
1-800-553-NTIS
RUSH service available for additional fee.

FEDWORLD®
Please call for connect information: (703) 487-4608.

BILL ME
(U.S., Canada, and Mexico only.)
DO NOT USE THIS FORM.
NTIS will gladly bill your order, for an additional fee of \$7.50. A request to be billed must be on a purchase order or company letterhead. An authorizing signature, contact name, and telephone number should be included with this request. Requests may be mailed or faxed.

NTIS HANDLING FEE

Value of Order	Handling Fee
\$10.00 or less	\$2.00
\$10.01 - \$50.00	\$4.00
\$50.01 - \$100.00	\$6.00
Over \$100.00	\$8.00

Add \$2.00 to handling fee for orders sent outside the United States, Canada, and Mexico.

PLEASE PRINT OR TYPE

METHOD OF PAYMENT

☐ Check/Money Order enclosed for \$ (PAYABLE IN U.S. DOLLARS)

☐ NTIS Deposit Account Number:

☐ VISA ☐ MasterCard ☐ American Express

CREDIT CARD NUMBER EXPIRATION DATE

CARDHOLDER'S NAME

SIGNATURE (REQUIRED TO VALIDATE ALL ORDERS)

PLEASE PRINT OR TYPE

PRODUCT SELECTION

☐ ORDER CONTINUED ON REVERSE

NTIS PRODUCT NUMBER (ORDERING BY TITLE ALONE WILL DELAY YOUR ORDER)			INTERNAL CUSTOMER ROUTING (OPTIONAL) UP TO 8 CHARACTERS	UNIT PRICE	QUANTITY /						INTERNATIONAL AIRMAIL FEE (SEE BELOW)	TOTAL PRICE
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PLEASE NOTE

Unless microfiche or other is specified, paper copy will be sent.

Please call the Sales Desk at (703) 487-4650 for information on multiple copy discounts available for certain documents, return policy, and price verification.

Out-Of-Print Surcharge

Effective 4/17/95, an out-of-print surcharge may apply to certain titles acquired by NTIS more than three years prior to the current calendar year; please call to verify price.

International Airmail Fees

Canada and Mexico add \$4 per paper copy report; \$1 per microfiche copy. Other countries add \$8 per paper copy report; \$1.25 per microfiche copy. (Paper copy reports and microfiche copies are shipped surface mail unless airmail is specified.)

Thank you for your order!
Prices are subject to change.

SIDE 2

FREE CATALOGS AND INFORMATION

[illegible]



**United States Environmental Protection Agency
Office of Wastewater Management**

September 1996

PIPES

Point Source Information Provision Exchange System

WHAT IS PIPES

The Point Source Information Provision Exchange System (PIPES) is a free, public, electronic Bulletin Board System (BBS) and internet site (WWW compatible!) designed to facilitate the exchange of Office of Water-related information among EPA, states, municipalities, industry, and the public.

PIPES was created by the Office of Wastewater Management (OWM) and is intended solely to further the mission and goals of the U.S. Environmental Protection Agency and its point source permitting programs. PIPES operates virtually 24 hours a day (shutting down for about 10 minutes every night at 3:00 a.m. EST for maintenance activities).

WHAT TO DO ON PIPES

PIPES allows users to:

- Exchange public information with hundreds of environmental professionals
- Select and download any file, or read text files online, including policy documents and guidance manuals
- Send and receive E-Mail to and from PIPES and non-PIPES users **NEW!**
- Search full text by keyword or multiple words; or manually search menus and file directories for specific files
- View and add upcoming water-related conferences, meetings, etc. to a calendar of events **NEW!**
- Download computer program utilities.

TYPES OF INFORMATION ON PIPES

The PIPES BBS includes numerous individual forum areas containing message centers and downloadable files on:

Pretreatment	Wet Weather
Storm Water	Watersheds
NPDES	Mining
Combined Sewer Overflows	Federal Advisory Committees
Sanitary Sewer Overflows	General Water Information
Sewage Sludge	BBS/WWW Utilities.

HOW TO CONTACT PIPES

Modem BBS: (703) 749-9216

NEW! WWW address:

<http://pipes.ehsg.saic.com>

[telnet: pipes.ehsg.saic.com](telnet://pipes.ehsg.saic.com)

WHO TO CONTACT FOR HELP:

Technical Support: (703) 821-4697

NEW! Sysop E-mail: brad_maguire@cpqm.saic.com

PIPES users are strongly encouraged to download (from the Utilities directory on PIPES) and install "client2.exe" which provides an interface for operating PIPES in a Windows-based environment either through modem or the internet. Non-internet and non-Windows users should download and install "riptm154.zip" which provides a graphical interface using Ripterm telecommunication software.

For more information on PIPES, please contact:

Tony Smith
U.S. EPA/OWM
401 M Street, SW
Washington, DC 20460
Telephone: (202) 260-1017
Fax: (202) 260-1156
PIPES User ID: Tony Smith

EQUIPMENT NEEDED TO CONNECT TO PIPES

To use the PIPES BBS, users need a computer, a modem (the faster the better) and any necessary cables and telephone jacks to connect the modem to the computer and to the telephone system, and a communications software program.

To access PIPES via the internet, users must have access to the internet (either via a dial-up service or a direct connection). PIPES can be accessed via the internet through a client/server mode (e.g., telnet or rlogin) or WWW navigational software (e.g., Mosaic).

The "Utilities" directory on PIPES contains several freeware communication software programs available for downloading that provide a user friendly interface to the PIPES BBS and are highly recommended.